

Evergreen Online Catalog Table of Contents

	Page
<u>Introduction to the Evergreen Online Catalog</u>	1
Search the Catalog	
<u>Basic Search</u>	1
<u>Advanced Search</u>	2
Quick Search	3
MARC Expert Search	3
Sort Criteria	3
Group Formats and Editions	3
Search Library	4
Limit To Available	4
Search Filters	4
Search Tips	4
<u>Search Results</u>	6
<u>Related Subjects, Authors, and Series</u>	7
<u>Viewing a Record</u>	8
Record Summary/Details	9
Copy Summary	9
Shelf Browser	10
MARC Record	10
Author Notes and Reviews	10
<u>Placing a Hold</u>	11
My Bookbags	
<u>Creating a Bookbag From My Account</u>	13
<u>Creating a Bookbag From an Item Record</u>	15
<u>Sharing a Bookbag After It Has Been Created</u>	16
<u>Sharing a Bookbag On a Library Website</u>	18
My Account	
<u>Logging Into My Account For the First Time</u>	19
<u>Account Summary</u>	19
<u>Items Checked Out</u>	20
<u>Items on Hold</u>	21
<u>Fines</u>	21
<u>Account Preferences</u>	22
My Bookbags	(See the section on My Bookbags for more information.)

Introduction to the Evergreen Online Catalog

The online catalog allows users to search for items using a standard web browser from any computer with access to the World Wide Web. The catalog interface lets users navigate by entering information into fields. Users can perform a simple search from the Home page, or perform an Advanced Search from the Advanced Search option. Each search type lets users use different search capabilities and limitations, depending on what indexes and search limitations have been set up.

[\(Back\)](#)

Search the Catalog

Basic Search

The screenshot shows the BibliOak search interface. At the top is the logo "BibliOak" with "BIBLIOMATION'S" and "OPEN SOURCE SYSTEM" below it. Below the logo is the text "You can search everywhere in BibliOak or pick a specific library below." followed by "Now Searching BibliOak". There is a search bar with a "Go!" button. Below the search bar are two dropdown menus: "Keyword" and "All Formats". Below these are links for "Advanced Search", "Choose a library to search", and "My Account". At the bottom, there is a "Language" dropdown menu set to "English (US)".

Signifies which library catalog you are searching

Indexes and formats to restrict your search results

Click to change your library location to just see items from a specific library

Options to change the catalog language

[Basic Catalog \(HTML only\)](#) | [Help](#) | [About Bibliomation](#)
Copyright © 2006-2010 Georgia Public Library Service, and others
Powered by EVERGREEN

The homepage contains a single search box, similar to Google, to search for items. You can select to search by the following:

- Keyword (default) – find terms anywhere in the item record
- Title – finds terms in the title field of the record
- Author – finds terms in the author field of the record
- Subject – finds terms in the subject field of the record
- Series – finds terms in the series field of the record

Formats

You can limit your search results to a specific format. The format options are as follows:

- All formats
- Books
- Large Print Books
- Audiobooks (books read out loud on CD or tape)
- Video Recordings (including DVD and VHS works)
- Music (music on CD)
- Electronic Resources (resources available electronically, netLibrary for example)

Libraries

By default when you go to <http://acorn.biblio.org> you will be searching all libraries in the BibliOak catalog. To limit to just your local library collection, click "Choose a library to search" and select your local library's collection. If you are viewing the catalog from within the library or off your library's website, the collection should already be restricted to just your items.

[\(Back\)](#)

Advanced Search

Advanced searches lets users search by multiple search indexes or keywords (same ones that appear on the basic search page) and then refine their search by entering more criteria than used with the Basic search. To add more search terms then just the three options supplied, click on 'Add Search Row' as needed under Search Input.

Advanced search also lets the user limit their search by applying pre-defined search filters in addition to sorting the search results by specific sort criteria, location, or availability.

You can access the Advanced Search options by clicking on 'Advanced Search' on the homepage or on the left hand side of the search results.

Home

Advanced Search

My Account

Log in

Quick Search

ISBN

MARC Expert Search

Tag: Subfield:

Value:

Search Input

Keyword Contains

Keyword Contains

Keyword Contains

Search Filters

Item Form: Braille, Electronic, Large print

Item Type *Advanced*: Books, Audiobooks, Video Recordings

Literary Form *Advanced*: Non Fiction, Fiction

Language: English, Spanish, French

Audience *Advanced*: Adult, Juvenile, General

Bib Level: Collection, Integrating resource, Monograph/Item

Publication Year:

Shelving Location: *Juvenile, 14 Day DVD Collection

Sort Criteria

Relevance

Ascending / A to Z

Group Formats and Editions ☐

Search Library

Beacon Falls Public Library

This Library

Limit to Available ☐

Quick Search

If you know exact details of the item you wish to find (ISBN, ISSN, Call Number, LCCN, TCN, or item barcode) enter that information with corresponding search option and click submit.

MARC Expert Search

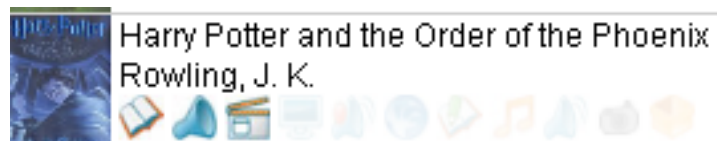
If you are familiar with MARC tags, you may search on specific tags under the MARC expert search. For example to search Nutmeg Award Winners via the tag, enter “586” subfield “a” and “Nutmeg Nominee 2008” to see all the Nutmeg Nominees for 2008 in the catalog.

Sort Criteria

By default, search results will be in order of relevance (greatest to least). You can change the sort results to Title, Author, or Publication Date.

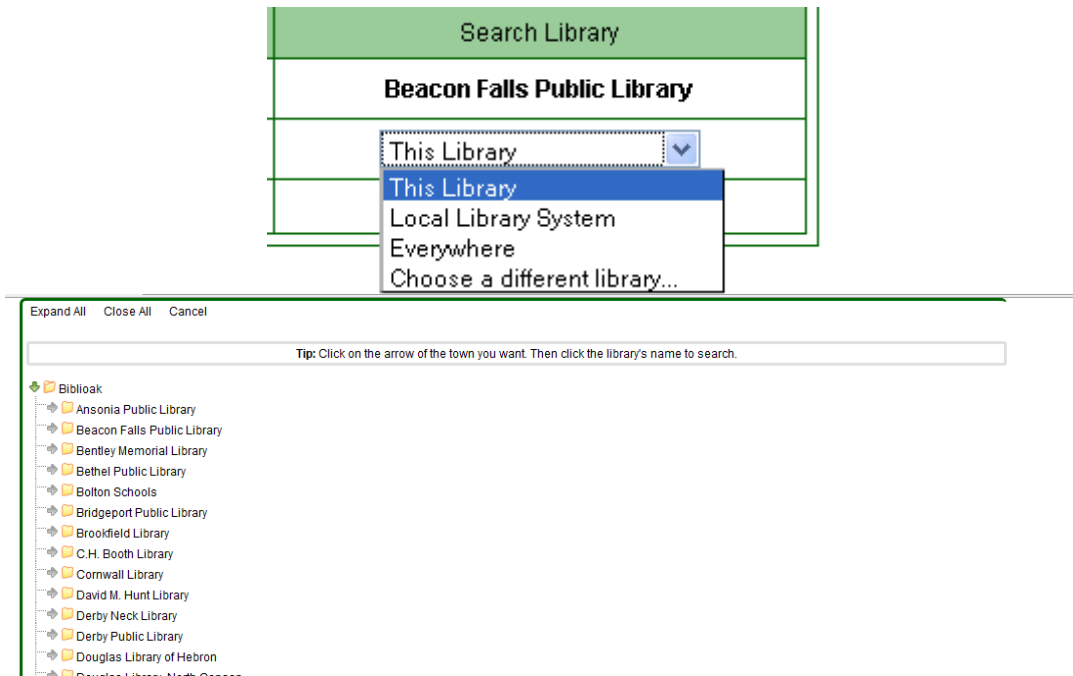
Group Formats and Editions

When the group formats and editions checkbox is checked, all formats and editions of the same title will be grouped together in a single entry. For example a search for “Harry Potter and the Order of the Phoenix” with group formats and editions checked will group the book, DVD, and audiobook records together.



Search Library

The current search library is listed in bold. To change your location, click the drop down menu and choose from Everywhere or click 'Choose a different library' and then select them from the list.



Limit to Available

Check this box if you just want to see items that are currently on the shelf. Titles without available copies will not show in the search results.

Search Filters

Search filters are a means to further refine your search results. You can filter or limit on:

- Item Form – format of items (books, large print, microfiche, etc)
- Item Type – type of items (books, audiobooks, video recordings, etc)
- Literary Form – fiction or nonfiction items
- Language
- Audience – adult, juvenile, etc
- Publication Year – you can set the publication date before, after or between certain years

Search Tips

You do not need to enter authors last name first, nor do you need an exact title or subject heading. Evergreen is also forgiving about plurals and alternate verb endings, so if you enter dogs, Evergreen will also find items with dog.

- Do not use an AND operator to join search terms.
 - An AND operator is automatically used to join all search terms. So, a search for golden compass will search for entries that contain both golden and compass.
 - Boolean operators such as and, or, not are not considered special and are searched for like any other word. So, a search for golden and

compass will not return the title golden compass. Putting it another way, there are no stop words that are automatically ignored by the search engine. So, a title search for the and or not of (and in any order) yields a list of titles with those words.

- Don't worry about white space, exact punctuation, or capitalization.
 - White spaces before or after a word are ignored. So, search for golden compass gives the same results as a search for golden compass.
 - A double dash or a colon between words is reduced to a blank space. So, a title search for golden:compass or golden -- compass is equivalent to golden compass.
 - Punctuation marks occurring within a word are removed; the exception is `_`. So, a title search for gol_den com_pass gives no result.
 - Diacritical marks, &, or | located anywhere in the search term are removed. Words or letters linked together by `.` (dot) are joined together without the dot. So, a search for go||den & comp.ass is equivalent to golden compass.
 - Upper and lower case letters are equivalent. So, Golden Compass is the same as golden compass.
- Enter your search words in any order. So, a search for compass golden gives the same results as a search for golden compass. Adding more search words gives fewer and more specific results.
 - This is also true for author searches. Both David Suzuki and Suzuki, David will return results for the same author.
- Use specific search terms. Evergreen will search for the words you specify, not the meanings, so choose search terms that are likely to appear in an item description. For example, the search luxury hotels will produce more relevant results than nice places to stay.
- Search for an exact phrase using double-quotes. For example "golden compass".
 - The order of words is important for an exact phrase search. "golden compass" is different than "compass golden".
 - White space, punctuation and capitalization are removed from exact phrases as described above. So a phrase retains its search terms and its relative order, but not special characters and not case.
 - Two phrases are joined by and, so a search for "golden compass" "dark materials" is equivalent to "golden compass" and "dark materials".
 - To prevent stemming, use double quotes around a single word or a phrase. So, a search for parenting will also return results for parental but a search for "parenting" will not.
- Do not use wildcards. Truncation using wildcards is not supported in Evergreen. So, searching for comp* will not return results for compass.
- Exclude a term from the search, using - (minus) or ! (exclamation point). For example, vacations -britain or vacations !britain will search for materials on vacations that do not make reference to Britain.
 - Two excluded words are joined by and. So, a search for !harry !potter is equivalent to !harry and !potter.
 - A + (plus) leading a term has no role and is removed. So, +golden +compass is equivalent to golden compass.

You can form more complex searches using the Advanced Search features.

* Search Tips produced by SITKA

<http://coconut.pines.bclibrary.ca:21080/docbook/Sitka/current/html/ch21s03.html>

[\(Back\)](#)

Search Results

After submitting your search, the results that are displayed are divided into pages if your search produced many results. You can jump between pages by clicking the

Previous « » Next

located to the right of the number of results. When searching all locations in the BibliOak catalog you will see a display similar to one located below.

The screenshot shows the BibliOak search results page. At the top, there is a search bar with the term 'violin' and a 'Go!' button. To the right of the search bar are options for 'Text Size: Regular / Large' and 'Language: English (US)'. Below the search bar is an 'Advanced' button. On the left side, there is a navigation menu with links for 'Home', 'Advanced Search', 'My Account', 'Log in', and 'My Title Results'. Under 'My Title Results', there is a 'Refine your search' section with a table of authors categorized by 'corporate', 'other', and 'personal'. The main search results area shows 'Results 1 - 10 of about 152 (page 1 of 16)'. It includes a 'Limit to Available' checkbox and a 'Sort Results by Relevance' dropdown. The results are displayed in a table with columns for the item title, author, publication information, and availability. The first result is 'Violin' by Rice, Anne, published in 1997 by Alfred A. Knopf. The second result is 'Violin sonatas nos. 1 and 2' by Schumann, Robert, published in 1994 by Naxos. The third result is 'Violin concertos' by Mendelssohn-Bartholdy, Felix, published in 1989 by LaserLight. Each result includes a 'Request Item' link and a 'Browse in Google Books Search' link. The availability column shows the number of copies available in the network, such as '3 / 3' for the first result and '1 / 1' for the others.

Under the title, brief information listing the author, publisher, publication date and format is listed, in addition to library holdings and availability. You can place a hold right from the result display or click on the title to go into a more detailed explanation of the item including more locations and availability. You can also click on the author to conduct another search on that author without needing to type the author's name in the search box. To the far right there is a column that lists how many copies are available in the BibliOak catalog.

Similar to the Advanced Search, you can click to just available items by checking the "Limit to Available" checkbox located at the top portion of the screen. Once that checkbox is checked the search results page will refresh and only show items that are currently available at the library.

Located below the search term is an Advanced button which when clicked opens a mini version of the Advanced Search options where you can add search terms.

Classed Searches

Keyword Contains violin

AND

Keyword Contains Remove


AND OR

Go!

Basic

Beacon Falls Public Library - Beacon Falls

Results 1 - 10 of about 13 (page 1 of 2) Start Previous « » Next

 Violin
Rice, Anne
1st trade ed. | 1997 Alfred A. Knopf | print 289 p. ; 25 cm.
[Request Item](#) [Browse in Google Books Search](#)
Beacon Falls Public Library - Beacon Falls - FIC Ric - Adult Fiction (Available)

You can also sort the results by clicking on the Sort Results by Relevance drop down box

Limit to Available ☒ Sort Results by Relevance

Sort Results by Relevance

Sort Results by Title
Title: A to Z
Title: Z to A

Sort Results by Author
Author: A to Z
Author: Z to A

Sort Results by Publication Date
Date: Newest to Oldest
Date: Oldest to Newest

If you have restricted your search to a specific location, your search results will look slightly different. You will see three columns, your search library will be listed first followed by all branches of the library if applicable followed by all libraries in our network

Home
Advanced Search
My Account
Log in
My Title Results

Refine your search

Author

corporate
1 Instrumental (Musical group)

other
1 Dikov, Anton Ventsislavov
1938-
1 Dubourg, Evelyne.
1 Kegel, Herbert.
1 Nelson, Everton.
1 Scholz, Alfred.

personal
1 Beethoven, Ludwig van
1770-1827
1 Daheim, Mary.
1 Kwak, Jung
1 Lotts, Norah 1904-1983-
1 McPhail, David

Subject

geographic
1 Northwest, Pacific

topic

Beacon Falls Public Library - Beacon Falls

Limit to Available ☐ Sort Results by Relevance

Results 1 - 10 of about 13 (page 1 of 2) Start Previous « » Next

	Available copies / Total copies		
	This Library	All Branches of This Library	All Libraries in Our Network
 Violin Rice, Anne 1st trade ed. 1997 Alfred A. Knopf print 289 p. ; 25 cm. Request Item Browse in Google Books Search Beacon Falls Public Library - Beacon Falls - FIC Ric - Adult Fiction (Available)	1 / 1	1 / 1	3 / 3
 Victoria, the violin fairy Meadows, Daisy. c2008 Orchard Books print 71 p. : ill., map ; 20 cm. Request Item Browse in Google Books Search Beacon Falls Public Library - Beacon Falls - J2 Mea - Picture Book (Checked out)	0 / 1	0 / 1	0 / 1
 Saks & violins : a bed and breakfast mystery Daheim, Mary. 1st ed. 2006 Morrow print p. ; cm. Request Item Browse in Google Books Search Beacon Falls Public Library - Beacon Falls - FIC Dah - Adult Fiction (Checked out)	0 / 1	0 / 1	0 / 1
 Zint! zint! zint! : a violin Moss, Lloyd. c1995 Simon & Schuster Books for Young Readers print 1 v. (unpaged) : col. ill. ; 28 cm. Request Item Browse in Google Books Search Beacon Falls Public Library - Beacon Falls - J2 Mos - Picture Book (Available)	1 / 1	1 / 1	6 / 6
 Mole music McPhail, David 1999 Henry Holt print [31] p. : col. ill. ; 26 cm. Request Item Browse in Google Books Search Beacon Falls Public Library - Beacon Falls - J2 McP - Picture Book (Available)	1 / 1	1 / 1	2 / 2

(Back)

Your search library

Your library
branch if
applicable

All libraries in
the BibliOak

Related Subjects, Authors, and Series

To the left of the search results, relevant subjects, authors and series are listed. By clicking on any of these links, begins a new search instead of refining the current search.

Refine your search	
Author	
corporate	
1	Instrumental (Musical group)
other More...	
1	Dikov, Anton Ventsislavov
1938-	
1	Dubourg, Evelyne.
1	Kegel, Herbert.
1	Nelson, Everton.
1	Scholz, Alfred.
personal More...	
1	Beethoven, Ludwig van
1770-1827	
1	Daheim, Mary.
1	Kwak, Jung.
1	Lofts, Norah 1904-1983-
1	McPhail, David
Subject	
geographic	
1	Northwest, Pacific
topic More...	
3	Music
3	Violin
1	Bed and breakfast accommodations
1	Carols
1	Christmas music
Series	
seriestitle	
1	Exploring music
1	The music fairies ; 69

[\(Back\)](#)

Viewing a Record

Click on a title to view detailed information including availability, barcode, physical location in the library, descriptive information (author, publisher, copyright, physical description, abstract, Author Notes, subjects, etc)

Record Summary		Request Item
Title	Victoria, the violin fairy / by Daisy Meadows.	
Author	Meadows, Daisy.	
ISBN	9781408300275	
Publication Date	c2008	
Publisher	Orchard Books	
Physical Description	print 71 p. : ill., map : 20 cm.	
Series	The music fairies ;	
Format	text	
Abstract	Jack Frost's goblins have stolen the Magical musical instruments, so music is being ruined for everyone! Can Rachel and Kirsty help Victoria the Violin Fairy to outwit the goblins and get her magic violin back? --cover	
Subjects	Fairies -- Fiction. Magic -- Fiction. Music -- Fiction. Fantasy. Violin -- Fiction -- sears	

Copy Summary
Shelf Browser
Author Notes
MARC Record

[View copy information for all libraries](#)

Library	Callnumber	Copy Location	Actions	Available	Checked out	In process	In transit	Recently Returned	On holds shelf	On order	Reserves
Beacon Falls Public Library											
Beacon Falls Public Library - Beacon Falls	J2 Mea	Picture Book	Copy Details Browse Call Numbers	0	1	0	0	0	0	0	0

Record Summary/Details

The item details shows information such as Title, Author, ISBD, Edition, Publication Date, Publisher, Physical Description, Format, Abstract or Summary (if available), and Subjects. You can click on any subject listed to conduct a new search on that subject.

Copy Summary

The copy summary lists the Library or Libraries that have the item, the call number, copy location, availability.

- Copy Details – Clicking the Copy Details will produce the barcode of the item along with status and location.

Copy Summary
Shelf Browser
Author Notes
MARC Record

[View copy information for all libraries](#)

Library	Callnumber	Copy Location	Actions	Available	Checked out	In process	In transit	Recently Returned	On holds shelf	On order	Reserves
Beacon Falls Public Library											
Beacon Falls Public Library - Beacon Falls	J2 Mea	Picture Book	Copy Details Browse Call Numbers	0	1	0	0	0	0	0	0

[print these details](#)

Barcode	Status	Location
3312000029727G	Checked out	Picture Book

- Browse Call Numbers – Clicking the Browse Call Numbers will show you items that are located next to and near the item you are viewing, as if you were standing in front of the shelf. You can click on any of these titles or authors to be brought to that item record.

You are now browsing **Beacon Falls Public Library - Beacon Falls**

<< Previous Page	Shelf Browser	Next Page >>
<p>J VIDEO</p> <p>Kidsongs-Very Silly Songs</p> <p>Beacon Falls Public Library - Beacon Falls</p>	<p>J VIDEO</p> <p>Kidsongs-What I Want to Be!</p> <p>Beacon Falls Public Library - Beacon Falls</p>	<p>J VIDEO</p> <p>Raffi in Concert with the Rise and Shine Band</p> <p>Beacon Falls Public Library - Beacon Falls</p>
 <p>YA FIC Hob</p> <p>Down the Yukon</p> <p>Hobbs, Will.</p> <p>Beacon Falls Public Library - Beacon Falls</p>	 <p>J2Yol</p> <p>The living witch</p> <p>Yolen, Jane.</p> <p>Beacon Falls Public Library - Beacon Falls</p>	 <p>J2 Mea</p> <p>Amber, the orange fairy</p> <p>Meadows, Daisy.</p> <p>Beacon Falls Public Library - Beacon Falls</p>
 <p>J2 Mea</p> <p>Ruby, the red fairy</p> <p>Meadows, Daisy.</p> <p>Beacon Falls Public Library - Beacon Falls</p>	 <p>J2 Mea</p> <p>Sunny, the yellow fairy</p> <p>Meadows, Daisy.</p> <p>Beacon Falls Public Library - Beacon Falls</p>	 <p>J2 Mea</p> <p>Fern, the green fairy</p> <p>Meadows, Daisy.</p> <p>Beacon Falls Public Library - Beacon Falls</p>

Shelf Browser

Clicking the Shelf Browser will produce the same results as clicking Browse Call Numbers from the Copy Summary as above.

MARC Record

You can view the MARC record by clicking the MARC Record option.

Copy Summary	Shelf Browser	MARC Record
<p>Print Page</p> <p>LDR01216cam a2200373ua 4500</p> <p>001 RQST05424613</p> <p>003 CPomAG</p> <p>005 20050808085038.0</p> <p>007 ta</p> <p>008 050718s2005 nyu j 000 1 eng d</p> <p>020 1a 0439784549 1c \$29.99</p> <p>035 1a (CPomAG)ocm57358293</p> <p>035 1a (OCoLC)ocm57358293</p> <p>040 1a WWK 1c WWK 1d WIM 1d OCLCQ 1d SSA</p> <p>100 1 1a Rowling, J. K.</p> <p>245 1 0 1a Harry Potter and the half-blood prince 1c J.K. Rowling</p> <p>246 3 0 1a Half-blood prince</p> <p>260 1a New York 1b Scholastic, Inc. 1c 2005</p> <p>300 1a 652 p 1b hardcover 1c 23 cm x 16 cm</p> <p>440 1a Harry Potter series</p> <p>521 1a General</p> <p>600 0 1a Potter, Harry (Fictitious character) 1v Juvenile fiction</p> <p>650 0 1a Wizards 1v Juvenile fiction</p> <p>650 0 1a Magic 1v Juvenile fiction</p> <p>650 0 1a Schools 1v Juvenile fiction</p> <p>650 0 1a Hogwarts School of Witchcraft and Wizardry (Imaginary place) 1v Juvenile fiction</p> <p>852 1p 132342 1h J FIC ROW 19 29.99 1a 1c Children</p> <p>852 1p 132451 1h J FIC ROW 19 29.99 1a 1c Children</p> <p>852 1p 340000046721 1h YA FIC ROW 19 29.99 1a 1c Children</p> <p>852 1p 340000046722 1h YA FIC ROW 19 29.99 1a 1c Children</p> <p>961 w l 1t 17</p> <p>961 w l 1t 17</p> <p>961 w l 1t 16</p> <p>961 w l 1t 16</p> <p>901 1a RQST05424613 1b Unknown 1c 27624</p>		

Author Notes and Reviews

If any reviews or author notes are available for the item you are viewing additional tabs will appear with the review or author notes as supplied by Syndetic Solutions, Inc.

[Copy Summary](#) [Shelf Browser](#) [Author Notes](#) [MARC Record](#)

Author Notes

Victoria the Violin Fairy

by Meadows, Daisy; Ripper, Georgie

Daisy Meadows is the pseudonym used for the four writers of the Rainbow Magic children's series: Narinder Dhami, Sue Bentley, Linda Chapman, and Sue Mongredien. Rainbow Magic features differing groups of fairies as main characters, including the Jewel fairies, Weather fairies, Pet fairies, Petal fairies, and Sporty fairies.

Narinder Dhami was born in Wolverhampton, England on November 15, 1958. She received a degree in English from Birmingham University in 1980. After having taught in primary and secondary schools for several years she began to write full-time. Dhami has published many retellings of popular Disney stories and wrote the Animal Stars and Babes series, the latter about young British girls of Asian origin. She lives in Cambridge, England with her husband and cats.

Sue Bentley was born in Northampton, England. She worked in a library after completing her education and began writing for children once her own began school. Bentley is the author of the Magic Kitten, Magic Puppy, and S Club series and lives in Northamptonshire.

Linda Chapman has written over 50 children's fiction books, including the following series: My Secret Unicorn, Stardust, Not Quite a Mermaid, and Unicorn School. She lives in Leicestershire with her husband and daughters.

Sue Mongredien was born in 1970 and grew up in Nottingham, England. She has published over 100 children's books, including the following series: The Adventures of Captain Pugwash, The Magic Key, Frightful Families, and Oliver Moon. She has also contributed many titles to the Sleepover Club series and written picture books. Mongredien created the Royal Ballet School Diaries under the pen name Alexandra Moss. She lives with her family in Bath, England.

(Bowker Author Biography)

distributed by Syndetic Solutions, LLC

[\(Back\)](#)

Placing a Hold


You can place a hold on an item from either the search results page or the item details page.

When you click the option to Place a Hold, you will be prompted for your username and password to log onto your account. (See My Account section for more information on username and passwords).

Login

Protect your privacy---Use the Logout button or Exit the browser to close your record

Enter your username or library barcode	<input type="text"/>
Password	<input type="password"/>
<div>LoginCancel</div>	

Create / Edit a Hold	
Recipient:	David, Ziva
Title:	Harry Potter and the half-blood prince
Author	Rowling, J. K.
Format	 Books
Physical Description:	print 652 p. ; 24 cm.
Contact telephone number:	<input type="text"/> (000-YYY-ZZZZ)
Enable phone notifications for this hold?	<input type="checkbox"/>
Contact email address:	mlefevre@biblio.org
Enable email notifications for this hold?	<input checked="" type="checkbox"/>
Pickup location	Minor Memorial Library ▼
Expiration date	<input type="text"/>
Suspend this hold (Help)	<input type="checkbox"/>
Advanced Hold Options	
<input type="button" value="Place Hold"/> <input type="button" value="Cancel"/>	

In the above example, Ziva David doesn't have a phone number associated with her account. She can add a phone number at this time for just this hold or she can decide if she just wants to be notified via email when this hold is available. The email address is listed along with the location she would like to pick up the hold. By default it's always her home library, but she has the option to pick up at another library. She can also suspend this hold if she knew she was going on vacation and wouldn't be able to pick up this item until after a certain date. Clicking the Advanced Hold Options produces a list of acceptable alternative formats (if available) that she is willing to have instead of the book.

Advanced Hold Options	
Acceptable Alternative Formats: (Help) (control-click to select multiple formats)	<div style="border: 1px solid #ccc; padding: 5px;"> Books Audiobooks </div>
<input type="button" value="Place Hold"/> <input type="button" value="Cancel"/>	

By clicking Place Hold, the hold will be placed and when available, she will be notified via phone or email based on her choices above.

[\(Back\)](#)

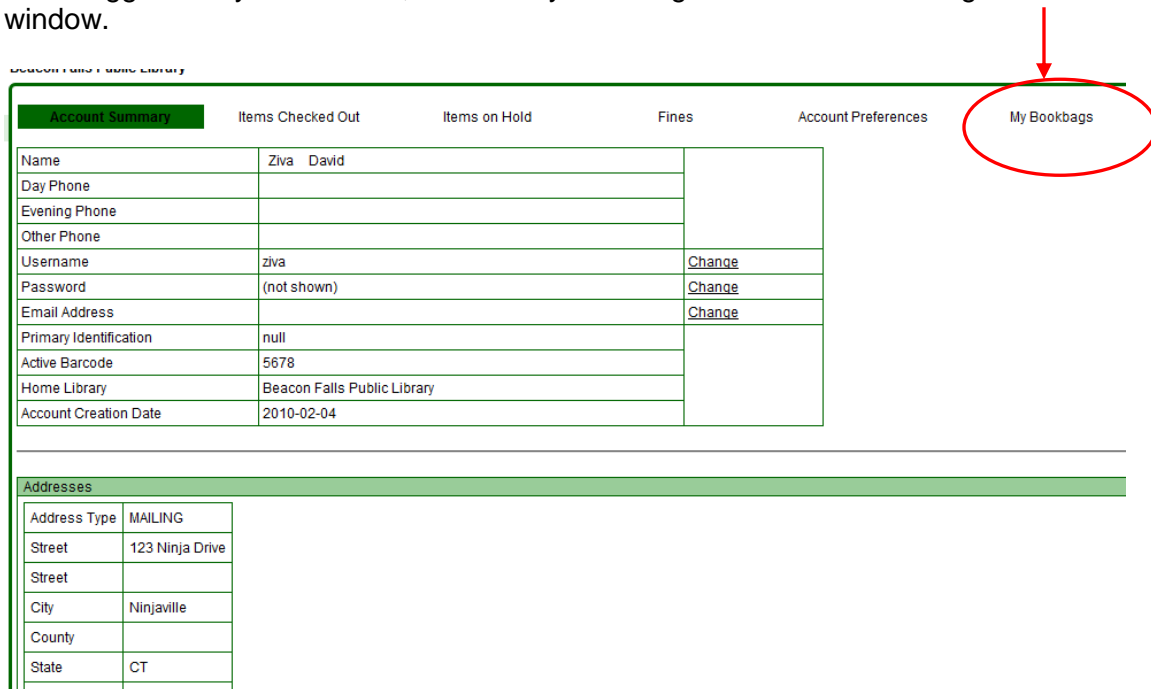
My Bookbags

Bookbags allow you to add items to a list and then share that bookbag if you want. There are two ways to create a bookbag, both of which you'll need to be logged into your account to do so (see the My Account section for more information on logging onto your account). You can either create the bookbag from the My Account section of the catalog or can create a bookbag from an item record and then add items that way.

Creating a Bookbag From My Account

Log onto your account by either clicking the My Account option on the main page or via My Account on the left hand side of the search results or Advanced Search page.

The first time that you log onto your account, the username will be your library barcode and the password will be the last four digits of your phone number. You then will be prompted to change your password. See the My Account section for more information. Once logged into your account, click on My Bookbags located on the far right side of the window.



The screenshot shows the 'My Account' page for a user named Ziva David. The page has a green header with navigation tabs: 'Account Summary' (selected), 'Items Checked Out', 'Items on Hold', 'Fines', 'Account Preferences', and 'My Bookbags'. The 'My Bookbags' tab is circled in red with a red arrow pointing to it. Below the tabs is a table with account details. The first section contains fields for Name, Day Phone, Evening Phone, Other Phone, Username (ziva), Password (not shown), Email Address, Primary Identification (null), Active Barcode (5678), Home Library (Beacon Falls Public Library), and Account Creation Date (2010-02-04). The second section, titled 'Addresses', contains a table with fields for Address Type (MAILING), Street (123 Ninja Drive), City (Ninjaville), County, and State (CT).

Account Summary		Items Checked Out	Items on Hold	Fines	Account Preferences	My Bookbags
Name	Ziva David					
Day Phone						
Evening Phone						
Other Phone						
Username	ziva			Change		
Password	(not shown)			Change		
Email Address				Change		
Primary Identification	null					
Active Barcode	5678					
Home Library	Beacon Falls Public Library					
Account Creation Date	2010-02-04					

Addresses	
Address Type	MAILING
Street	123 Ninja Drive
Street	
City	Ninjaville
County	
State	CT

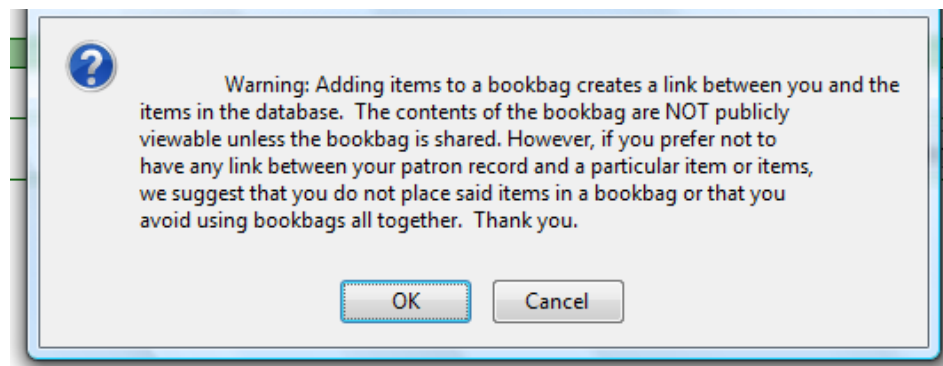
Enter the name of your bookbag, and either click Yes or No to share your bookbag. Sharing your bookbag will mean that you can turn your bookbag into a URL or RSS feed and then give that URL or RSS link to people so that they can see the items you've added to your bookbag. By selecting to share your bookbag does not mean that anyone who logs into the catalog via their account can see the items you've placed in your bookbag or even the name of your bookbag.

Account Summary	Items Checked Out	Items on Hold	Fines	Account Preferences	My Bookbags
-----------------	-------------------	---------------	-------	---------------------	--------------------

You have not created any bookbags
My Bookbags

Create a new Bookbag	
Enter the name of the new Bookbag:	<input type="text" value="Ninjas"/>
Share this Bookbag (Help) Yes <input type="radio"/> No <input checked="" type="radio"/>	<input type="button" value="Submit"/>

You will receive the following message when you go to create your bookbag.




Once the bookbag has been created, you will be able to add items to the bookbag. Search the catalog for items that you would like to add to your bookbag. When you find an item that you would like to add to your bookbag, click on the title to get to the item information screen and click on the More Actions drop down menu in the upper right hand corner of the item display information and select the bookbag that you would like to add this item to. Continue this process until you've added all the items to your bookbag that you would like to. Your bookbag will remain on your account until you delete it.

Beacon Falls Public Library

Result 4 of 10 [Start](#) << >> [End](#)

Record Summary



[Google Preview](#)

Title	Blue fingers : a ninja's tale / by Cheryl Whitesel.
Author	Whitesel, Cheryl Aylward.
ISBN	0618381392
Edition	
Publication Date	c2004
Publisher	Clarion Books
Physical Description	print 252 p. ; 22 cm.
Format	text
Abstract	Having failed apprenticeship as a dye maker, Koji is captured and forced to train as a ninja, where he remains disloyal until he discovers samurai have burned his former village.
Subjects	Ninja -- Fiction. Samurai -- Fiction.
Online Resources	Publisher description

Place Hold

More Actions...

More Actions...

Add to bookbag

Ninjas

Create a new bookbag

[Copy Summary](#) [Shelf Browser](#) [Preview](#) [MARC Record](#)

[View copy information for all libraries](#)

Library	Callnumber	Copy Location	Actions	Available	Checked out	In process	In transit	Reshelving	On holds shelf	On order	Reserves
Beacon Folder											
Beacon Falls Public Library	J6 FIC Whi	Juvenile Fiction	Copy Details Browse Call Numbers	1	0	0	0	0	0	0	0

At any point, you can go in My Account on the left hand side of the display and view the items in your bookbag. When you click on the bookbag title the display will open to show you all the items currently in that bookbag. You can delete individual items or delete the whole bookbag and all the items in it.

Beacon Falls Public Library

[Account Summary](#)
 [Items Checked Out](#)
 [Items on Hold](#)
 [Fines](#)
 [Account Preferences](#)
 [My Bookbags](#)

My Bookbags

Name	# Items	Shared	Share / Hide	Delete this bookbag?
Ninjas	3 Items	No	Share this Bookbag	Delete

Create a new Bookbag

Enter the name of the new Bookbag:

Share this Bookbag [\(Help\)](#) Yes ☐ No ☒

Ninjas

Title	Authors	Remove this item?
Blue fingers : a ninja's tale	Whitesel, Cheryl Aylward.	remove
The Japanese ninja surprise	Pennypacker, Sara	remove
The shredder is splintered		remove

[\(Back\)](#)


Creating a Bookbag From An Item Record

The other option for creating a bookbag lies when you are searching the catalog. You must be logged into your account in order to create a bookbag from an item record. Search the catalog and then click on a title to go to the item record. From the item record, click the More Options drop down menu on the upper right hand corner of the item record and instead of selecting a bookbag, highlight Create a new bookbag

Beacon Falls Public Library

Result 6 of 112 Start << >> End

Record Summary



Title	It's snowing / Olivier Dunrea.
Author	Dunrea, Olivier.
ISBN	0374399921
Edition	1st ed.
Publication Date	2002
Publisher	Farrar, Straus and Giroux
Physical Description	print 1 v. (unpaged) : col. ill. ; 24 x 26 cm.
Format	text
Abstract	A mother shares the magic of a snowy night with her baby.
Subjects	Snow -- Fiction. Mother and child -- Fiction. Babies -- Fiction.
Online Resources	Publisher description

[Place Hold](#) [More Actions...](#)
[More Actions...](#)
[Add to bookbag](#)
[Ninjas](#)
[Create a new bookbag](#)

[Copy Summary](#) [Shelf Browser](#) [MARC Record](#)

[View copy information for all libraries](#)

Library	Callnumber	Copy Location	Actions	Available	Checked out	In process	In transit	Reshelving	On holds shelf	On order	Reserves
Beacon Folder											
Beacon Falls Public Library	PS Dun	Picture Book	Copy Details Browse Call Numbers	1	0	0	0	0	0	0	0

Enter the name of your new bookbag.

?

Enter the name of the new bookbag

OK
Cancel

Once you OK the name, you will then need to go back to the More Actions dropdown menu and select your newly created bookbag in order to add this item to it.

[\(Back\)](#)

Sharing a Bookbag After It Has Been Created

By default all bookbags are private and viewable to only you. If you make your bookbag public it will be viewable by anyone who knows where the bookbag resides. You can give the URL that is created to anyone with whom you would like to share your bookbag with. To share your bookbag after it's been created, go into My Account, My Bookbags section and click on Share this Bookbag.

Beacon Falls Public Library

Account Summary Items Checked Out Items on Hold Fines Account Preferences **My Bookbags**

My Bookbags

Name	# Items	Shared	Share / Hide	Delete this bookbag?
Ninjas	3 Items	No	Share this Bookbag	Delete
Snow	1 Items	No	Share this Bookbag	Delete

Create a new Bookbag

Enter the name of the new Bookbag:


Share this Bookbag ([Help](#)) Yes ☐ No ☒

Once the bookbag is shared, the display under Shared will change to Yes followed by View and also an RSS feed icon.

Beacon Falls Public Library

Account Summary Items Checked Out Items on Hold Fines Account Preferences **My Bookbags**

My Bookbags

Name	# Items	Shared	Share / Hide	Delete this bookbag?
Ninjas	3 Items	Yes (View) 	Hide	Delete
Snow	1 Items	No	Share this Bookbag	Delete

Create a new Bookbag

Enter the name of the new Bookbag:

Share this Bookbag ([Help](#)) Yes ☐ No ☒

Clicking on the View option will produce the URL that you will give to others.

Items in Book Bag [Ninjas] - Mozilla Firefox

File Edit View History Bookmarks Tool Help

http://spork1.biblio.local/opac/extras/feed/bookbag/html-full/2

Most Visited Welcome to Gmail Amazon.com: Online ... Creative Arts Studio Department of Natural... ACSM - New England ... MTA NYC Transit - Su... Metro-North Railroad ... BuyCTGrown

BibliOak Library Catalog - Beacon Falls ... Items in Book Bag [Ninjas]

Items in Book Bag [Ninjas]

Search: Keyword

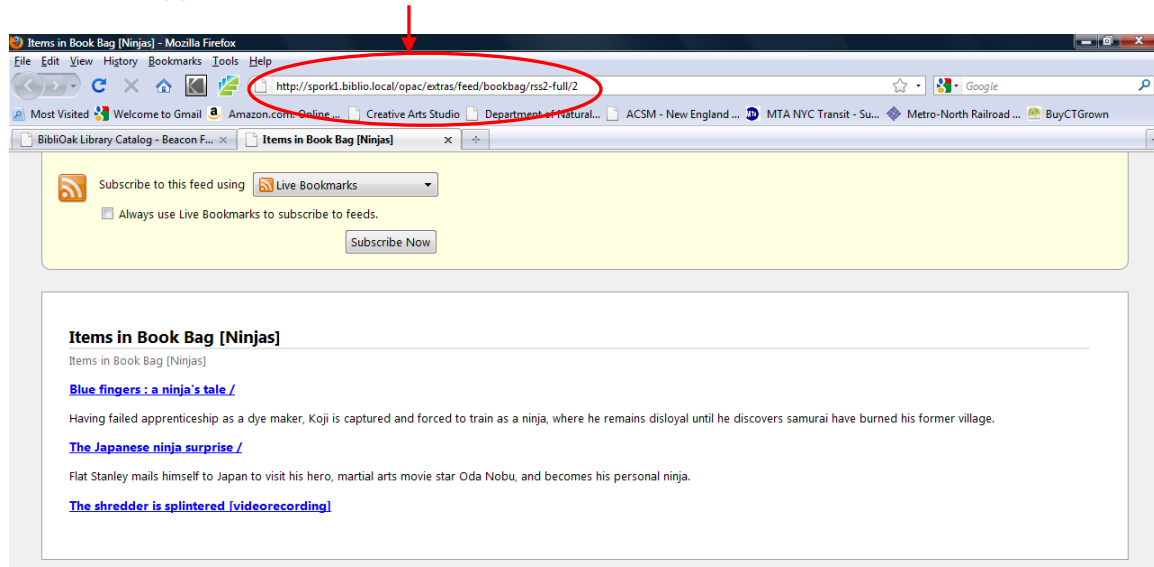
Results 1 to 3

[Blue fingers : a ninja's tale / by Whitesel, Cheryl Aylward.](#)
Having failed apprenticeship as a dye maker, Koji is captured and forced to train as a ninja, where he remains disloyal until he discovers samurai have burned his former village.
Subjects: [Ninja](#); [Samurai](#);
A© c2004, Clarion Books,
Available copies: 1 / Total copies: 1
unAPI

[The Japanese ninja surprise / by Pennypacker, Sara 1951-; Brown, Jeff 1926-2003; Pamintuan, Macky, III.](#)
Fiat Stanley mails himself to Japan to visit his hero, martial arts movie star Oda Nobu, and becomes his personal ninja.
Subjects: [Ninja](#); [Martial arts](#); [Actors and actresses](#);
A© 2009, Harper,
Available copies: 1 / Total copies: 1
unAPI

[The shredder is splintered \[videorecording\]](#)
Available copies: 1 / Total copies: 1
unAPI

The same applies for the RSS feed icon.



[\(Back\)](#)

Sharing a Bookbag On a Library Website

The easiest way to share items in a bookbag with your patrons will be to put that link somewhere on your website. Here is an example of how to do this.

Log onto your catalog with a designated staff patron account. For instance register a patron named BookClub Hebron. Log onto the OPAC, create a shared bookbag, add items to that bookbag, view the URL link and then take that link and create an <a href> tag on your website called Adult Book Club Reading materials. (See your webmaster for more information on how to add a hyperlink to your website.) When your patrons go to your website, they can view all the items that they will be reading if they sign up for your book club.

This can also apply to New Items in your library, School Summer Reading Lists for students, specific collections you want to showcase in your library. The possibilities are endless.

You'll be able to remove and add items to the bookbag without needing to update the URL or RSS Feed URL that you've placed on your website.

[\(Back\)](#)

My Account

Logging into your account via the OPAC will allow you to place items on hold, view your fines/blocks, create, edit, and delete bookbags, view your contact information along with changing your username and password associated with your account. You can log into your account at any point during your searching of the catalog by clicking anywhere you see My Account listed.

Logging Into My Account For the First Time

To log onto your account, your library barcode is your username and your password is the last four digits of your phone number. You will be prompted to change your password as soon as you log in. This can be any password that is at least 7 characters and contains at least one letter and one number. If you forget your password at any point, you will need to call your library so that library staff can reset the password to a random 4 digit number. You will then they will be prompted to change your password the next time you log into My Account.

Login

Protect your privacy—Use the Logout button or Exit the browser to close your record

This appears to be the first time you have logged in. You will need to change your password. The password must be at least 7 characters in length, contain at least one letter (a-z/A-Z), and contain at least one number.	
Enter your current password	<input type="password"/>
Enter the new password	<input type="password"/>
Re-type the new password for verification	<input type="password"/>
<input type="button" value="Update Password"/>	

After you choose a new password, you will need to enter your username and password again in order to log into your account. Changing your password will not automatically log you into your account.

[\(Back\)](#)

Account Summary

Under the account summary area, you can view your contact information, change your username and password, and add an email address associated with your account.

Account Summary	Items Checked Out	Items on Hold	Fines	Account Preferences	My Bookbags
Name	Ziva David				
Day Phone					
Evening Phone					
Other Phone					
Username	ziva		Change		
Password	(not shown)		Change		
Email Address			Change		
Primary Identification	null				
Active Barcode	5678				
Home Library	Beacon Falls Public Library				
Account Creation Date	2010-02-04				

Lower down in the display is your mailing address associated with your account. You have the option to Edit that information; however, a library staff member will need to verify your updated mailing address the next time you go into the library.

Addresses	Pending Addresses																		
<table> <tr> <td>Address Type</td><td>MAILING</td></tr> <tr> <td>Street</td><td>123 Ninja Drive</td></tr> <tr> <td>Street</td><td></td></tr> <tr> <td>City</td><td>Ninjaville</td></tr> <tr> <td>County</td><td></td></tr> <tr> <td>State</td><td>CT</td></tr> <tr> <td>Country</td><td>USA</td></tr> <tr> <td>Zip</td><td>06712</td></tr> <tr> <td colspan="2">Edit Address</td></tr> </table>	Address Type	MAILING	Street	123 Ninja Drive	Street		City	Ninjaville	County		State	CT	Country	USA	Zip	06712	Edit Address		
Address Type	MAILING																		
Street	123 Ninja Drive																		
Street																			
City	Ninjaville																		
County																			
State	CT																		
Country	USA																		
Zip	06712																		
Edit Address																			

By editing your address, your pending address will appear in the right hand side and won't become your mailing address until library staff verifies your new address.

Addresses	Pending Addresses																																				
<table> <tr> <td>Address Type</td><td>MAILING</td></tr> <tr> <td>Street</td><td>123 Ninja Drive</td></tr> <tr> <td>Street</td><td></td></tr> <tr> <td>City</td><td>Ninjaville</td></tr> <tr> <td>County</td><td></td></tr> <tr> <td>State</td><td>CT</td></tr> <tr> <td>Country</td><td>USA</td></tr> <tr> <td>Zip</td><td>06712</td></tr> <tr> <td colspan="2">Edit Address</td></tr> </table>	Address Type	MAILING	Street	123 Ninja Drive	Street		City	Ninjaville	County		State	CT	Country	USA	Zip	06712	Edit Address		<table> <tr> <td>Address Type</td><td>MAILING</td></tr> <tr> <td>Street</td><td>23 North Main Street</td></tr> <tr> <td>Street</td><td></td></tr> <tr> <td>City</td><td>Beacon Falls</td></tr> <tr> <td>County</td><td></td></tr> <tr> <td>State</td><td>CT</td></tr> <tr> <td>Country</td><td>USA</td></tr> <tr> <td>Zip</td><td>06712</td></tr> <tr> <td colspan="2"> Save Changes Discard Pending Address </td></tr> </table>	Address Type	MAILING	Street	23 North Main Street	Street		City	Beacon Falls	County		State	CT	Country	USA	Zip	06712	Save Changes Discard Pending Address	
Address Type	MAILING																																				
Street	123 Ninja Drive																																				
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State	CT																																				
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Edit Address																																					
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County																																					
State	CT																																				
Country	USA																																				
Zip	06712																																				
Save Changes Discard Pending Address																																					

[\(Back\)](#)

Items Checked Out

Viewing the items checked out on your account, allows you to see their due dates and renew those items if applicable.

Account Summary	Items Checked Out	Items on Hold	Fines	Account Preferences	My Bookbags
Total items out: 3 / Total items overdue: 0					Renew Selected Items
Title	Author	Due Date	Renewals Remaining	Select (All/None)	
Lost in translation [DVD]		2010-02-13	1	<input type="checkbox"/>	
December 6 : a novel	Smith, Martin Cruz	2010-02-27	9999	<input type="checkbox"/>	
His way : the unauthorized biography of Frank Sinatra	Kelley, Kitty	2010-02-27	9999	<input type="checkbox"/>	

To renew items, click on the box next to the item that you would like to renew and click the Renew Selected Items button. This display will also show how many renewals you have remaining based on the library policy.

[\(Back\)](#)

Items on Hold

The items on hold section of My Account shows you which items you currently have on hold, holds that are available for pickup and the overall status of the holds.

Account Summary

Items Checked Out

Items on Hold

Fines

Account Preferences

My Bookbags

-- Actions for selected holds -- ▾

Title	Author	Formats	Pickup Location	Status	Active	Activate on...	Expiration date	Select (All/None)	Edit
Harry Potter and the goblet of fire	Rowling, J. K.		Beacon Falls Public Library	Waiting for copy	Yes		8/5/10	<input type="checkbox"/>	Edit

When the status is "Waiting for Copy" you can edit your hold to change its pickup location or to suspend the hold for a later date.

[\(Back\)](#)

Fines

The fines section of My Account shows any outstanding fines on your account, and what those are for.

[\(Back\)](#)

Account Preferences

The Account Preferences section of My Account is where you can set the display options of your search along with the home library of your search. By default the home library is that of the library you are registered with; however, you can choose to see all library holdings of the BibliOak project. The Account Preferences also allows you to set your default hold notification method (email, phone or email and phone). This can also be changed at the time a hold is placed for a specific hold.

Beacon Falls Public Library

Account Summary	Items Checked Out	Items on Hold	Fines	Account Preferences	My Bookbags
-----------------	-------------------	---------------	-------	---------------------	-------------

Preferences	
Search hits per page	10 ▾
Default Font Size	Regular Font ▾
Default Hold Notification Method (Help)	Use Phone and Email ▾
Default Search Location	<input checked="" type="checkbox"/> Always search my home library by default. Beacon Falls Public Library ▾
Default Search Range	This Library ▾
<div>Save Preference Changes</div>	

[\(Back\)](#)